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To: Real Estate Department Partners

Notice: **RED-15-46**

From: Real Estate Department – Compliance and Asset Management

Date: 12/1/2015

**Re: Closeout Monitoring Self-Training Available Online**

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The “Preparing for Closeout Monitoring – HOME & CDBG” training is now available online.

IHCDA has created a presentation to help partners prepare for HOME and CDBG closeout monitoring. The presentation, with audio sounds, is intended to be a self-guided learning tool so partners can choose when and where to view the presentation. The presentation includes key points you should know to close a HOME or CDBG grant.

1. Closeout Definition
2. Steps to Closeout (1 through 8)
3. How to organize files for closeout monitoring
4. Compliance Map

Click [here](#) to access the presentation – CDBG

Click [here](#) to access the presentation - HOME

If you have any questions about this training, please contact Devyn Smith, Director of Real Estate Compliance at [devynsmith@ihcda.IN.gov](mailto:devynsmith@ihcda.IN.gov) or Celia Ringle, Compliance Auditor at [cwangringle@ihcda.IN.gov](mailto:cwangringle@ihcda.IN.gov)

